



Technology Services Board  
**Services Committee**

**Charter  
Date**

October \_\_, 2006

**Appointing  
Authority**

J. Clark Kelso, Chairperson, Technology Services Board

**Services  
Committee**

Pursuant to authority granted to the Chairperson at the September 27, 2006, meeting of the Technology Services Board, the Chairperson has appointed the following members or their designees to serve on the Services Committee:

- Secretary, Health and Human Services Agency, who shall serve as Chairperson of the Services Committee;
- Director, Department of Finance;
- Secretary, Department of Food and Agriculture;
- Secretary, State and Consumer Services Agency;
- Secretary, Department of Corrections and Rehabilitation;
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- Chairperson of the Technology Services Board (*ex officio and non-voting*).

**Statutory  
Authority**

The Technology Services Board's organic statute requires the Board to review DTS's budget, rates and service offerings. Section 11540 of the Government Code provides as follows:

“(b) The director shall propose for board consideration and approval an annual budget for departmental operations. As part of the annual budget development, the department shall determine the impact of any rebates, abatements, or rate reductions resulting from excess reserve funds. At least 60 days before submitting the proposed budget to the board, the director shall submit the proposed budget to the Department of Finance. Submittal of the budget to the Department of Finance shall be in a format and timeframe determined by the Department of Finance. The Department of Finance shall prepare a report to the board evaluating the reasonableness of the proposed budget and any significant impact the department's budget is likely to have upon the budgets of other departments.

(c) The director shall propose for board consideration rates for department services based on a formal rate methodology approved by the board. At least 60 days before submitting proposed rates to the board, the director shall submit the proposed rates to the Department of Finance. Submittal of the rates to the Department of Finance shall be in a format and timeframe determined by the Department of Finance. The Department of Finance shall prepare a report to the board evaluating the reasonableness of the proposed rates and any significant

	impact the department's rates are likely to have upon the budgets of other departments.”

<b>Purpose and General Duties</b>	The Services Committee has been established to make recommendations to the Board regarding new service offerings that DTS may establish, strategic planning for new services, rates for those new service offerings, and any necessary budget authorizations to fund new service development. The Services Committee assists the Board in fulfilling its responsibilities under Government Code Section 11540. The Services Committee may coordinate its work with the IT Council’s DTS Services Working Group.
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<b>Organization and Structure</b>	<p>A. The Secretary of the Health and Human Services Agency will serve as the Chairperson of the Services Committee.</p> <p>B. The Committee shall meet as often as it deems necessary, but not less than four times annually. The Chairperson may call special meetings of the Committee as the Chairperson deems necessary.</p> <p>C. A quorum shall consist of a majority plus one of the voting members of the Services Committee. All actions of the Services Committee shall be by majority vote of the members present.</p>
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<b>Approvals</b>			
	J. Clark Kelso, Chairperson, Technology Services Board		Date
			October __, 2006